Zedler, Barbara

From:	Schultz, Jill [Jill.Schultz@covance.com]
Sent:	Wednesday, November 17, 2004 1:12 PM
To:	Jenny Camp (E-mail); Barbara K. Zedler (E-mail 2); Bettie L. Nelson (E-mail); Candace R. Adams (E-mail); Denise. T. Mawyer (E-mail); Hans-Juergen Roethig (E-mail); Jan Oey (E-mail); Mohamadi Sarkar (E-mail); Patrick Noonan (E-mail 2); Robin D. Kinser (E-mail); Shixia Feng (E-mail); Valerie A. King (E-mail); Beth Phillips (E-mail); Caifeng Fu (E-mail); Eileen Burns; Jacqueline Mowitz (E-mail); Kimberly Prchal (E-mail); Maureen Sautter (E-mail); Nathalie Rousselle (E-mail); Peggy Ruhn (E-mail); Vickie Yearby
Cc:	Schultz, Jill
Subject:	Summary of Items Discuss on 11/11/04 - Query Process and Monitor Reports

The following items were discussed:

* Quote will be provided to have CCLS and biomarker data from Harrogate and MDS sent to the Data Management group at the CRU. Quote will be sent this week.
* Data Management will review data and generate queries to CCLS, MDS (Lincoln and Quebec), and Harrogate as needed. Philip Morris will need to provide specifics on any checks that needed for the biomarker data. Once queries are resolved, CCLS, Harrogate, and MDS will send their data to MDS-KOP.
* It will be important for the monitors to carefully check the CCLS lab requisitions against source to prevent some of the discrepancies that occurred on the TES.
* Philip Morris and Mary Larson discussed changes to the monitoring reports with Jenny Camp.
* Draft monitoring reports will be sent to Mary Larson, Hans Roethig, Jan Oey, and Barbara Zedler. Comments should be provided to Jenny within 3 working days.

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